

BOARD OF DIRECTORS MEETING

# MINUTES

**REGULAR MEETING**  
**Thursday, April 18, 2019**  
**1:30PM**

(Paragraph numbers coincide with agenda item numbers)

## 1. CALL TO ORDER

The regular meeting of the Delta Conveyance Design and Construction Authority (DCA) Board of Directors was called to order in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento, CA 95814, at 1:30 p.m.

## 2. ROLL CALL

Board members in attendance were Tony Estremera, Richard Atwater, Stephen Arakawa, and Doug Headrick constituting a quorum of the Board.

Staff members in attendance were Kathryn Mallon, Joshua Nelson, and June Skillman.

## 3. CLOSED SESSION

## 4. PLEDGE OF ALLEGIANCE

President Estremera convened the open session at approximately 2:00 p.m. and led all present in reciting the Pledge of Allegiance.

## 5. REPORT OUT OF CLOSED SESSION

a. Conference with Legal Counsel - Significant exposure to litigation pursuant to Gov't Code section 54956.9(d)(2):

- i. Food and Water Watch and Center for Food Safety v. Metropolitan Water District of Southern California, Case No. BC720692.

Mr. Nelson reported that there were no reportable actions taken in Closed Session.

b. Conference with Real Property Negotiator pursuant to Gov't Code section 54956.8:  
Property: 400 R Street, Sacramento, CA  
Agency Negotiator: K. Mallon  
Negotiating Party: CBRE  
Under Negotiation: Lease Price and Terms

Mr. Nelson reported that there were no reportable actions taken in Closed Session.

## 6. PUBLIC COMMENT

President Estremera opened Public Comment, limiting speaking time to three minutes each.

There were no verbal or written comments from the public.

President Estremera closed Public Comment.

**7. APPROVAL OF MINUTES: January 17, 2019 Regular Board Meeting and January 31, 2019 Adjourned Board Meeting**

Recommendation: January 17, 2019 Regular Board Meeting and January 31, 2019 Adjourned Board Meeting

Move to Approve Minutes from both meetings: Atwater

Second: Arakawa

Yeas: Estremera, Atwater, Arakawa and Headrick

Nays: None

Abstains: None

Recusals: None

Absent: None

Summary: 4 Yeas; 0 Nays; 0 Abstention; 0 Absent. (Motion passed as MO 19-04-01)

**8. CONSENT CALENDAR**

There were no items on this month's consent calendar.

**9. DISCUSSION ITEMS:**

**a. Consider Passing Resolution Authorizing Award of Professional Services Contract to Parsons Transportation Group, Inc.**

Recommendation: Adopt the attached resolution authorizing the Executive Director to negotiate and execute a five-year contract, in a not-to-exceed amount of \$40,000,000 dollars [\$36,000,000 dollars plus a contingency of \$4,000,000 dollars] with Parsons Transportation Group Inc., for Program Management Support Services, with spending to be managed via the issuance of Task Orders consistent with board-adopted budgets.

Ms. Kathryn Mallon, Executive Director, presented a summary of the staff recommendation to award the contract for the Program Management Support Services to Parsons Transportation Group, Inc:

- 5-year term
- NTE: \$40 million dollars (\$36 million plus \$4 million contingency), with spending to managed via the issuance of Task Orders consistent with board-adopted budgets.

This contract is for the PMMS to assist the DCA on the following during Phase 2:

- Project Management Information System Configuration and Implementation
- Policies and Procedures Development
- Cost and Schedule Controls (Including Invoice Management)
- Program Reporting
- Document Management

- General Program Administration
- Risk Management
- Value Engineering

Mr. Headrick requested clarification on the 5-year increment renewals. Ms. Mallon explained that the 5-year increments on this 15-year program allow for a firm to dedicate staff, resources, and demonstrate their performance; which is a significant investment. A 5-year contract ensures that they will dedicate the best resources they have and invest to make sure they deliver a great work product and people. Ms. Mallon, further explained, that consultant invests in a lot of tools development, recruiting highly specialized individuals, and are steeped in the program and understand the workings of it all; and limited relearning that needs to be done. The Program Manager does work across all aspects of the program delivery, in a 15-year program three five-year increments would be appropriate. Contract increments would be subject to programs needs and resources.

Move to Approve Resolution Authorizing Award of Contract to Parsons Transportation Group, Inc.,

as noted: Atwater  
 Second: Headrick  
 Yeas: Estremera, Atwater, Headrick and Arakawa.  
 Nays: None  
 Abstains: None  
 Recusals: None  
 Absent: None  
 Summary: 4 Yeas; 0 Nays; 0 Abstains; 0 Absent. (Motion passed as Resolution 19-03)

## 10. STAFF REPORTS AND ANNOUNCEMENTS

### a. Executive Director Report

A written report was provided in the Board package. Ms. Mallon took this time to formally introduce herself to the Board and Public. The Board had no additional questions or comments.

### b. General Counsel Report

A written report was provided in the Board package. Mr. Nelson gave a brief update on the Conflict of Interest Code. The Board had no additional questions or comments.

### c. Treasurer’s Report

A written report was provided in the Board package. Ms. Skillman highlighted that we received payment for invoice six on April 2, 2019. Board had no additional questions or comments.

### d. Verbal Reports

No verbal reports provided.

## 11. FUTURE AGENDA ITEMS:

President Estremera would like to add for discussion:

- Formation of Environmental Committee

**12. ADJOURNMENT:**

President Estremera adjourned the meeting at 2:12 p.m., in the Sacramento Public Library, Tsakopoulos Library Galleria, 828 I Street, Sacramento.